*Barkham Parish Council*

Arborfield Green Community Centre

Sheerlands Road

Arborfield

 RG2 9ND

Tel: 0118 976 2089

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Clerk: Mrs Ellen Tims

Meeting of the Council Notice

To be held on **11th June 2024**

In Meeting Room A13

Arborfield Green Community Centre

Commencing at **7.30pm**

**A G E N D A**

1. **To receive and accept any apologies for absence** Local Government Act 1972 Sch12,
2. **To receive any declarations of interest on items on the agenda** (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464)
3. **Minutes of the Council Meeting** LGA 1972 Sch 12 para 41(1) – To approve the minutes of the meeting held on Tuesday 14th May 2024.
4. **Public Participation (allotted time 15 minutes)** Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100

Adjournment of the Meeting will be called if any members of the public wish to address the Council on any matters or concerns relating to Barkham. If you would like to ask a specific question to be answered at the meeting, please submit the question at least 24 hours in advance

1. **Planning**:
2. **Planning Applications –** To discuss and agree any comments or objections on planning applications received before 11th June 2024. To include:

241351 - 8 Lance Way Arborfield Wokingham RG2 9YY

Householder application of proposed demolition of existing carport, followed by single storey side and rear extension.

Comments by 20.06.2024

1. **Approved and Refused Applications**
2. **Any Other Planning Business**
3. **Ward Councillors Report** - Council is asked to receive a report from the Ward Councillors.
4. **Clerks Report –** Council is asked to receive a report from the Clerk
5. **Finance**
	1. **Accounts** – Proposal to agree accounts and payments for May June 2024 LGA 1972 s150 (5)

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| Payments for May to June 2024 for authorisation at Council meeting on 11th June 2024 |
| S/O | Staff Wages | £2,000.32 | April 2023 salaries – LGA 1972 s111  |
| DD | Nest | £198.05 | Pension Contribution Employer & Employee – April 2023 – LGA 1972 s111 |
| DD | BT  | £44.72 | Internet and phone charges – May 2023 – LGA 1972 s111  |
| DD | Lloyds Bank (Credit Card) | £204.74 | Credit Card bill – April Payments – LGA 1972 s111£3.00 – monthly fee, £5.88 – Microsoft – MS Office Subscription, £3.00 - Land registry, £18.98 – Domain registration (CWC Website), £18.00 – Timsons (Key cutting), £155.88 – Zoom subscription. |
| CHAPS Transfer | CCLA | £600,000.00 | Transfer to CCLA Public Sector Deposit Fund, as per agreement at May meeting. LGA 1972 s111 Transfer made on 24/05/2024 |
| BACS | Amazon | £85.12 | Office Stationary – LGA 1972 s111 |
| DD | Unity Trust  | £18.00 | CHAPS fee for transfer LGA 1972 s111 |
| BACS | Arborfield & Newland PC | £2604.00 | Share of Final Coombes Woodland Purchase Legal Fees LGA 1972 s111 & LGA 1972 s124 Community Infrastructure Levy (CIL) Regulations 2010 (as amended) |

* 1. **Report on Monies received**
	2. **Grants** - Council is asked to consider the following grant applications for a grant payment:

|  |  |  |  |
| --- | --- | --- | --- |
| **Payee** | **Amount requested** | **For:** | **Legal power that the grant comes under** |
| Royal British Legion  | £100.00 | Wreath (to be paid in November) | Local Government Act 1972 s.137 |
| Assisting Berkshire Children (ABC) to read | £1,500.00 | We are seeking a grant to help with ongoing training and support, and also the necessary ongoing resources to enable 7 volunteers to continue to support the children that they currently work with in the Barkham Parish area.  | Local Government Act 1972 s.137 |
| Arc counselling and information | £1,000.00 | Contribution towards the costs of providing a free and confidential youth counselling service and low-cost adult counselling service to residents.All residents have access to the service to help with mental and emotional health issues, including anxiety, depression and relationship problems | Local Government Act 1972 s.137 |
| Barkham Village Residents Association (BVRA) | £660.00 | The grant being applied for is to part cover the costs of printing the newsletter and the operation of the website. These are partly funded by annual household subscriptions. | Local Government Act 1972 s142 |
| Keep Mobile | The short fall is £ 1,625. We are asking for any amount towards the short fall. | To continue providing the services offered and where possible lower the number of refusals. | Local Government and Rating Act 1997, s.26-28Transport Act 1985 s.106(a) |
| St James’ Church Barkham  | £2704.00 | To cover the costs of grass cutting and hedge cutting in the churchyard of St James’ Church Barkham.  | Local Government Act 1972, s.142 |

* 1. **Appointment of Internal Auditor for 2024-2025** – Council is asked to appoint Claire Connell for the internal Audit for 2024-2025. Her fees are increasing from £200 to £225.00 for the annual audit, Council is asked to agree to the increase.
	2. **CIL Request form WBC for Play Park items upgrade** – following further information received from WBC, Council is asked to decide whether to just fund the replacement cantilever swing and bark pit at a budgeted cost of **£25,000.00 + Vat**, or whether it would like to fund the upgrade and replacement of the other items in the park, which are the same age as the cantilever swing that has failed. WBC will provide an estimated cost for the extra replacement equipment. If Council agree to upgrade the other items, then WBC will obtain formla quotations for consideration by the council.
	3. **Additional user license for Microsoft 365 subscription** – Council is asked to agree to upgrading the Microsoft 365 subscription to allow the deputy clerk access to the subscription. The monthly cost will be £9.80+VAT for the 2 licenses.
1. **Parish Office Operations**
2. **Parish Newsletter**
	1. Council is asked to consider replacing the Parish Magazine with a quarterly newsletter that will be created by the Clerk and Deputy Clerk.
	2. Council is asked to consider how it would like the newsletter to be distributed – via email bulletin, that residents will be required to sign up for, or solely in print versions.
	3. If a print version only is agreed, council is asked to agree to the ongoing costs of distribution, which are approximately ???
3. **Wildflowers in Barkham** – Council is asked to consider looking into and funding the planting of Wildflowers in Barkham to grow and bloom in spring 2025. If Council agree, the Clerk will look into how this can be done and costs involved.
4. **Councillor Forum**

1. **Exclusion of public and press** Public Bodies (Admission to Meetings) Act 1960 S1 (2)

*To agree that, in view of the confidential nature of the business about to be transacted, it is advisable that the public and press are temporarily excluded and are asked to withdraw for items 18, and 19 on the agenda.*

**Part 2**

1. **Minutes of previous part 2 meeting**

To approve the Confidential Minutes of the Part 2 Meeting of the Parish Council held on 9th April 2024.

1. **The Coombes**

To receive any updates for consideration and agreement.



E. Tims

Clerk to the Council